


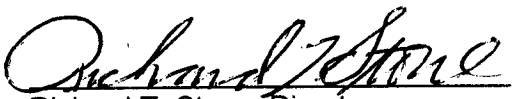
PROGRAM RECORDS RETENTION AND DISPOSITION SCHEDULE AMENDMENT

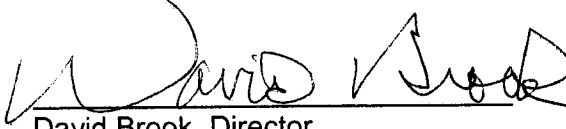
**DEPARTMENT OF CULTURAL RESOURCES
DIVISION OF HUMAN RESOURCES**

Amend the program records retention and disposition schedule approved February 2, 2000 by amending item 47444 as shown on the included schedule. No other items on this schedule have been amended, added, or removed.

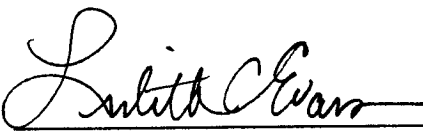
APPROVAL RECOMMENDED


Jeffrey J. Crow, Chief Records Officer
Department of Cultural Resources


Richard T. Stone, Director
Human Resources


David Brook, Director
Division of Historical Resources

APPROVED


Lisbeth C. Evans, Secretary
Department of Cultural Resources

May 25, 2005

CSB

**DEPARTMENT OF CULTURAL RESOURCES
OFFICE OF THE SECRETARY
DIVISION OF HUMAN RESOURCES
HUMAN RESOURCES STANDARD**

Item 47444. PERSONNEL (ACTIVE) FILE. Records concerning office personnel held by unit heads and supervisors within the Department of Cultural Resources. File includes applications for employment, resumes, personnel action forms, and other related records. (Comply with applicable provisions of G.S. 126-22, 126-23, and 126-24 regarding confidentiality of personnel records.) Amended 05-25-05

DISPOSITION INSTRUCTIONS: Transfer to agency personnel office to be incorporated into official personnel file (Item No. 775) 1 month after employee terminates service.